

**SEATTLE  
FIRE  
DEPARTMENT**

**Administrative Rule  
9.01.04**

<b>SUBJECT:</b>  <b>CERTIFICATION FOR INSTALLING, MAINTAINING AND TESTING LIFE SAFETY SYSTEMS AND EQUIPMENT</b>	<b>EFFECTIVE DATE:</b>  August 19, 2004
<b>REFERENCES:</b> 2003 Seattle Fire Code Administrative Rule 9.02.04 Confidence Test Requirements for Life Safety Systems NFPA Standards	<b>SUPERSEDES:</b> 97 Seattle Fire Code, Appendix III-B
	<b>FCAB REVIEW DATE:</b> August 17, 2004
<b>NOTICE:</b> Notice: Administrative Rules are established per 2003 Seattle Fire Code Section 104.1, and they are subject to the Administrative Sections 104.9 Alternate Materials and Methods, Section 104.8 Modifications, and Section 108.1 Appeals.	<b>APPROVED:</b>  _____ JOHN NELSEN, FIRE MARSHAL

**INTENT**

It is the intent of this rule to insure that life safety systems and equipment are installed, inspected, tested, or maintained by individuals who have demonstrated a basic knowledge to perform such work in accordance with the Seattle Fire Code and nationally recognized standards.

**SCOPE**

This rule shall apply to all individuals engaged in installing, inspecting, testing or maintaining life safety systems and equipment in the City of Seattle.

**EXCEPTIONS:**

- (a) For aircraft, vehicles or vessels, any businesses, firms or persons engaged exclusively in the business of installing, inspecting, testing or maintaining life safety systems or equipment on such aircraft, vehicles or vessels.
- (b) Members of the Fire Department engaged in servicing fire department equipment, work performed on life safety systems in connection with emergency responses, or inspections of life safety systems and equipment at any premises for compliance

- with the Seattle Fire Code, Fire Department Administrative Rules or nationally-recognized standards.
- (c) Employees of the Federal Government engaged in installing, inspecting, testing or maintaining life safety systems and equipment owned by the Federal Government.
  - (d) Employees of the State of Washington engaged in installing, inspecting, testing or maintaining life safety systems and equipment installed for the protection of public rights of way.
  - (e) Insurance Rating Associations and building owners engaged in inspecting and testing of life safety equipment and systems when such inspecting and testing is not required by the Seattle Fire Code, Fire Department Administrative Rule, or nationally recognized standards.
  - (f) Any individual who services only their own fire extinguisher(s) for their own use, provided such extinguisher(s) are not required by Seattle Fire Code, Fire Department Administrative Rule, or nationally recognized standards.
  - (g) Individuals performing inspection, testing or maintaining life safety systems and equipment installed in Group R Division 3 occupancies, unless such systems and equipment are required by the Seattle Fire Code, Fire Department Administrative Rule, or nationally recognized standards.
  - (h) Current holders of a Washington State Fire-Sprinkler Certificate of Competency as defined in WAC 212-80. Individuals holding a Washington State Fire-Sprinkler Certificate of Competency are exempted from the Seattle Fire Department Certification Program only in the specific areas for which they are State Certified. Otherwise, all individuals who perform the work of installation, inspection, testing or maintenance of a sprinkler system or any part of such a system must have a Seattle Fire Department Type AS Certificate.
  - (i) Building owners, other responsible parties or their authorized agents operating life safety systems for the purpose of conducting emergency evacuation drills required by the Seattle Fire Department.

## DEFINITIONS

For the purposes of this rule the following words and terms have the meanings indicated below:

**Automatic Sprinkler System.** An integrated system of piping connected to a water supply, including associated controlling valves, alarm and supervisory equipment, which will automatically initiate a discharge of water when one of its heat-actuated elements is heated to or above its thermal rating.

**Certificate.** A document issued by the fire code official to a person who has passed the prescribed examination which grants conditional permission to perform the acts described on the document.

**Fire drills.** Fire drills are procedures conducted to test the preparedness of building occupants to evacuate a particular structure. Life safety systems may be actuated when they facilitate or assist building occupants in evacuation. The purpose of a fire drill is not to be used to test a life safety system.

**Life safety systems and equipment.** Automatic sprinkler systems, engineered and pre-engineered fixed extinguishing systems, automatic fire alarm systems including smoke and heat

detection systems, standpipe systems including fire pump systems, smoke control systems and alarm and supervisory systems or other appurtenances attached to any of the above listed systems. The term also includes portable fire extinguishers required by the Seattle Fire Code.

**Inspection.** Examination of life safety systems and equipment for proper functioning or for compliance with the Seattle Fire Code, Fire Department Administrative Rules or nationally recognized standards. Inspections may be performed in conjunction with testing and maintenance of life safety systems and equipment.

**Maintenance.** Work, required to keep life safety systems and equipment in an operative condition, including the replacement of the system or component parts when they become undependable or inoperative. The term also means the disassembly of an extinguisher or life safety system and a complete check of all working parts and all parts, which have a bearing on the performance of the system to insure integrity.

**Portable Fire Extinguisher.** A fire protection device containing dry chemicals, fluids or gases for the purpose of extinguishing fires together with the means for application of its contents, which can be moved from place to place by an individual.

**Testing.** With respect to the work performed on life safety systems, the term means the examination and measurement of the functioning of life safety systems or equipment according to requirements of the Seattle Fire Code, Fire Department Administrative Rules or nationally recognized standards. Under this section, a Fire Department certificate may be issued authorizing the holder to perform testing only on the life safety systems or equipment specified on the certificate.

## **CERTIFICATE REQUIRED**

No individual shall engage in installing, inspection, testing or maintaining life safety systems and equipment unless they have obtained a certificate from the fire code official or are specifically exempted from this rule.

Certificates shall remain valid for a period of time not to exceed three (3) years unless suspended or revoked by the fire code official.

A Seattle Fire Department certificate is issued to an individual who has taken and passed the required examination. A person shall not be required to retake a certification examination and obtain a new certificate upon changing employers. The Seattle Fire Department may change the content of certification examination questions to reflect changes in applicable standards and industry practice.

The fire code official is authorized to recognize certificates or licenses issued by the State Fire Marshal, other fire departments or similar authorities, provided that such certificates or licenses establish qualifications of the holder in a manner similar to this rule and to the satisfaction of the fire code official.

Certificate holders shall be required to carry their Seattle Fire Department certificate at all times when performing work on life safety systems and equipment, and to show this certificate when

requested to do so by a Fire Department representative. Certificates are the property of the Seattle Fire Department and shall be surrendered upon demand of a Fire Department representative.

Certificate holders shall also produce a Washington State driver's license or other form of picture identification acceptable to the fire code official when requested to do so by a Fire Department representative.

Individuals who have never previously worked installing, inspecting, testing or maintaining life safety systems and equipment, for a period not to exceed 90 days after the beginning of employment in this capacity, may install, inspect, or test or maintain life safety systems under in the presence and under the direct supervision of another employee who holds a valid certificate for the type of work being performed. Such individuals may not perform work on life safety systems or equipment after the completion of the 90-day period unless s/he holds a valid certificate. The employer may be required to provide documentation of the date of hire of any new employee. The new employee may be required to provide documentation of past work history.

Individuals enrolled in an apprenticeship program approved by the fire code official may perform installing, inspecting, testing or maintaining life safety systems and equipment, provided that such work is conducted in the presence and under the direct supervision of another employee who holds a valid certificate for the type of work being performed. Individuals who are apprentices must provide documentation of their apprentice program enrollment and the apprentice program's start and completion date.

Persons working on life safety systems or equipment while enrolled in an approved apprenticeship program shall be required to produce their apprenticeship card or other written evidence of enrollment in an approved apprenticeship program, as well as a Washington State driver's license or other form of picture identification, when requested to do so by a Fire Department representative.

The fire code official shall maintain a list of all persons currently certified to perform work on life safety systems and equipment.

## **TYPES OF CERTIFICATES**

A certificate to perform work on life safety systems must be obtained from the Seattle Fire Department before an individual may perform the types of work on life safety systems and equipment specified for each certificate. Types of certificates that are currently required shall be published by the fire code official in this Seattle Fire Department Administrative Rule and are listed below. The fire code official is authorized to add to, delete from or alter the types of certificates required under the Seattle Fire Code.

If an individual holds a valid certificate as of the effective date of this ordinance that authorizes specific work covered by a new type of certificate, that individual shall not be required to obtain the new certificate until his/her existing certificate expires.

Type AS-1      Installation, maintenance and confidence testing of automatic sprinkler systems in any type of building.

Type AS-2	Installation, maintenance and confidence testing of automatic sprinkler systems in buildings up to four (4) stories.
Type AS-3	Installation of automatic sprinkler systems.
Type CT-AS	Confidence testing of automatic sprinkler systems.
Type CT-FA	Confidence testing of automatic fire alarm systems.
Type E-1	Installation, maintenance and confidence testing of foam fire extinguishing systems.
Type E-2	Installation, maintenance and confidence testing of carbon dioxide fire extinguishing systems.
Type E-3	Installation, maintenance and confidence testing of engineered, halon or replacement agent fire extinguishing systems.
Type E-4	Installation, maintenance and confidence testing of engineered dry/wet chemical fire extinguishing systems.
Type EG-1	Installation, maintenance and confidence testing of emergency generators.
Type EG-CT	Confidence testing of emergency generators.
Type FA-1	Confidence testing and maintenance of automatic fire alarm systems in any building.
Type FA-2	Confidence testing and maintenance of automatic fire alarm systems in any type of building except high-rise, hospitals and public assemblies over 300 persons.
Type FA-3	Confidence testing and maintenance of automatic fire alarm systems in buildings up to four (4) stories; except hospitals and public assemblies over 300.
Type FP-1	Installation, maintenance and confidence testing of fire pumps and controllers.
Type FP-CT	Confidence testing of fire pumps and controllers.
Type FEX-1	All activities relating to portable fire extinguishers including those listed in Types FEX-2, FEX-3, and FEX-4.
Type FEX-2	Maintain, charge, recharge, inspect, or install portable fire extinguishers.
Type FEX-3	Hydrostatic testing of fire extinguisher cylinders.
Type FEX-4	Annual external examination of CO <sub>2</sub> or stored pressure fire extinguishers equipped with pressure indicators or gauges.
Type SC-1	Installation, maintenance and confidence testing of smoke control systems.
Type SC-2	Confidence testing and maintenance of shaft pressurization systems.
Type STP-1	Installation, maintenance and confidence testing of Class I, II and III standpipes.

## **QUALIFICATIONS AND EXAMINATIONS FOR CERTIFICATES**

Applicants may be required to submit evidence that they possess necessary license, tools, or test equipment required for the type of work to be performed.

Applicants for a certificate must provide current personal identification in the form of a Washington State driver's license or another form of picture identification acceptable to the fire code official.

All applicants for a certificate shall pass a written examination given by the fire code official. Such examinations shall be designed to test the applicant's knowledge to hold the type of certificate for which application has been made. Practical tests or demonstrations may be required in addition to the written examination.

A list of suggested information resources to prepare for the examinations for certificates shall be provided by the fire code official.

## **SERVICE LABEL REQUIREMENTS**

When performing installation, testing, or maintenance, the name of certifying firm, firm address, firm phone number, date of work, signature and certificate number of the technician performing the work shall be placed on the service label. The service label will be of the appropriate color; white, yellow, or red as required by Administrative Rule 9.02.04 Confidence Test Requirements for Life Safety Systems.

No person shall remove a service label from, or place a service label on, a life safety system or item of life safety equipment except when installation, testing or maintenance is performed. A new label shall be attached whenever testing or maintenance is performed.

No person shall deface, modify or alter any service label attached to or required to be attached to any life safety system or item of life safety equipment.

## **DENIAL, REVOCATION AND SUSPENSION OF CERTIFICATES**

The fire code official may refuse to issue, renew, or may suspend or revoke any certificate if he determines that an applicant for or holder of a certificate has:

1. Obtained or attempted to obtain a certificate by fraud or misrepresentation.
2. Has installed, tested or maintained a life safety system or item of life safety equipment in violation of this Code, Administrative Rule, or standard.
3. The applicant for a certificate does not possess the qualifications to conduct the operation for which application is made as demonstrated by written and/or practical examination.
4. The applicant for a certificate does not possess the proper facilities to conduct operations for which application is made.

Individuals whose certificates have been denied, suspended or revoked shall be so notified in writing and may request a hearing by the fire code official in accordance with Section 108 of the Seattle Fire Code. After such hearing, the fire code official shall consider the facts and circumstances surrounding the case and shall render his/her decision in writing. The decision of the fire code official shall be final with regard to whether or not the certificate shall be denied, suspended or revoked.